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# Example of Reward Analyst Job Description

Our company is searching for experienced candidates for the position of reward analyst. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for reward analyst

* Work with key HR Partners to understand the compensation needs within the different functions, ensuring the Group offering is competitive
* Assist in the global annual pay and bonus processes with relevant analysis
* Understand the benchmarking process and assist in ensuring consistency of benchmarking application
* Provide support to the Global Reward Manager and Head of Reward, and the wider HR team
* Manage all data modelling requirements and end to end administration of the annual salary review cycle in conjunction with the Global Reward Manager
* Carry out data research, analysis and presentation of benchmarking data in relation to salary, benefits and analysis of key competitors including benchmarking for new roles
* Work on specific ad hoc reward projects with key business/HR stakeholders and third party providers
* Support the annual bonus scheme process including the identification and communication of targets, calculation of individual bonus plan achievements and any bonus scheme enhancement requirements
* Document, maintain and work to improve benefits practice across the Group to ensure a clear message can be delivered on benefits practice and to enable a benefits strategy to be developed, delivered and implemented
* Provide salary benchmarking data in response to all requests from the local & HR Business Partners in line with the agreed service levels

## Qualifications for reward analyst

* Experience and detailed knowledge in reward combined with knowledge of HR policy best practice
* Strong networking skills within the reward network including key reward providers – such as Towers Watson
* Generalist HR experience beyond compensation and benefits would be advantageous
* Experience of policy and management of international assignments
* Pro-active, customer focused and able to show initiative to constantly improve the reward offering to the business
* Experience working to tight deadlines with managing competing priorities